

# Musetta Report – October 2014

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Nothing major to report out on Musetta. Bill's training continues and I want you all to know how well he's doing given very little training. He's figuring some things out on his own and not afraid to ask questions. With me staying permanently as administrator that will take some of the Musetta duties off of Bill and any future secretaries.

I should mention, too, that part of the problem we've had is that we've never had a clear division of duties between the secretary's and administrator's roles. There wasn't a problem when I was on the board as both, but that hasn't been the case for a number of years now. I hope to work with Bill in establishing clearer guidelines. The administrative duties of the system should not fall on the secretary who will change every two-to-four years.

Musetta is only as good as the information we have to input. I will do my best to scan through the calendar a month or so in advance to see if we have missing information, of which there is some (no one's fault, just the facts). If we expect our members to rely on Musetta for up-to-date and accurate information, then board members and staff who have events (committee meetings, etc) must get that information to me or Bill. Mentioning something during announcements at rehearsal doesn't cut it. Thanks, guys!

Submitted respectfully by Terry Drew Karanen, 7 October 2014.